

NAME

Kate Corbett

Supervisor's Signature _____

| TOTAL SAMPLES ASSIGNED: | |
|-------------------------|--|
| RUSHES | |

RUSHES

WEEKLY PROGRESS REPORT

Back Log:

1

Week Ending

13-Jul-12

Drug Laboratory

*RUSH cases**

N/A=No Analysis Needed

| | |
|--|--|
| | |
|--|--|

| | <i>Time Allocation</i> |
|---------------------------|------------------------|
| VACATION | |
| HOLIDAY | |
| SICK | |
| PERSONAL | |
| COMP TIME | |
| LEAVE W/O Pay | |
| COURT | |
| COURT TRAVEL | |
| QA/QC | |
| | |
| | |
| | |
| INSTRUMENT MAINT. | |
| TRAINING | |
| TRAINING TRAVEL | |
| MEETINGS | |
| CASEWORK | |
| OTHER - IN LAB | |
| Safety OTHER - OUT OF LAB | |
| Total All | |
| Total Out of Lab | |

| Comments: |
|-----------|
| |
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|--|--|--|--|--|--|
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|--|--|--|--|--|--|

LABORATORY TIME

| | | |
|--|-------------|-------------|
| | In Progress | In Progress |
| | | |

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|--|--|--|--|--|
| | | | | |
|--|--|--|--|--|

SUMMARY

SAMPLES ASSIGNED

SAMPLES COMPLETED

SAMPLES IN BACKLOG

| | |
|-----------------------|-------|
| Total time out of lab | 0.00 |
| Total time in lab | 37.50 |
| Total overtime* | 15.00 |

| | | | | |
|--------------------|--|--|--|--|
| Cases worked on OT | | | | |
| | | | | |
| | | | | |

Type Case# Type #
0